

Campus Address
328 W. Nittany Ave.
State College, PA 16801
(610) 248-1728

CHRISTIE A. SMITH
cas5360@psu.edu

Permanent Address
3940 Brandeis Ave.
Bethlehem, PA 18020
(610) 691-8790

Education	<p>The Pennsylvania State University Integrated Bachelor and Master of Architectural Engineering (BAE/MAE) Option: Construction Management ABET Accredited Architecture Studies Minor Italy Study Abroad Program Summer 2011</p>	<p>University Park, PA Graduation: May 2012 GPA: 3.44/4.00</p>
Work Experience	<p>James G. Davis Construction Corporation Interior's Department Intern Virginia Hospital Center – Plastic & Reconstructive Surgery Arlington, VA, 1389 SF, \$250,000</p> <ul style="list-style-type: none">• Developed weekly meeting minutes to help keep job items organized• Organized over 20 submittal packages from beginning to end• Managed the subcontracts & COI for each Subcontractor• Coordinated change orders & RFIs with the Architect & Subcontractor <p>Truland Systems Corporation Field Intern Government Office, \$30 million</p> <ul style="list-style-type: none">• Completed RFI documents, submittals, and change orders• Sketched over 20 drawings of junction boxes, rotary anchors, and bus way and communicated with the vendor on material deliveries• Managed the weekly payroll for over 45 electricians and laborers• Worked side-by-side with the senior project manager to complete bus way inventory <p>Integrated Construction Services Intern</p> <ul style="list-style-type: none">• Assisted with \$40.9 million bid awarded for Naval Academy Galley Kitchen renovation• Assisted in preparing 4 bids using Accubid and Microsoft Excel• Accompanied my supervisors to general contractor's meetings• Contacted over 10 vendors for pricing on electrical fixtures <p>The Pennsylvania State University Teaching Assistant</p> <ul style="list-style-type: none">• AE Freshman Seminar Course• Help students with bridge project using AutoCAD and drafting tools <p>Math Grader</p> <ul style="list-style-type: none">• Graded for matrices and honors calculus courses (9hrs/week)• Inputted grades for over 150 students in Microsoft Excel & Angel	<p>Rockville, MD July – August 2011</p> <p>Reston, VA May – August 2010</p> <p>May – August 2009</p> <p>Present</p> <p>08/2010 – 12/2010</p>
Computer Skills	<p>AutoCAD Revit Architecture Accubid Prolog Google SketchUp Navisworks</p>	
Leadership/Awards	<p>Received the Gilbane/Petrino Award Scholarship The Partnership for Achieving Construction Excellence, Member National Association of Home Builders Competition Penn State Women in Engineering Programs (WEP), Member</p> <ul style="list-style-type: none">• Mentored 12 first-year AE undergraduate women• Volunteered in Girl Scout Saturday outreach and helped over 50 young women achieve a badge via engagement in engineering projects <p>Student Society of Architectural Engineers, Member</p> <ul style="list-style-type: none">• Responsible for mentoring 36 architectural engineering students• Planned entire Family Weekend event for parents and students in the Architectural Engineering Program	<p>Spring 2011 2008 – Present 08/2010 – 01/2011 2007 - Present</p> <p>2009 - Present</p>